

ANNUAL EEO PUBLIC FILE REPORT

Facility ID	Date Report Covers: Feb. 1, 2022- Jan. 31, 2023	Employer: Forever Media of DE, LLC	Job Search to: careers@forevermediainc.com
16459	Stations, City of License: WSTW-FM, Wilmington, DE	Employment Unit: 2727 Shipley Road Wilmington, DE 19810 www.wdel.com	Contact Person, Title, email, phone number: Donald Dalesio, Market Manager ddalesio@forevermediainc.com (302) 660-3447
16458	WDEL-AM Wilmington, DE	www.wstw.com	
51136	WDEL-FM Canton, NJ	www.wxcyfm.com	
52768	WXCY-AM, Salem, NJ		

This EEO Public File Report is filed in each Station’s public inspection file.

Employer is an equal opportunity employer and does not discriminate in the hiring, training or promotion of employees by reason of race, color, religion, sex, or national origin. We engage in a continuing effort to seek out prospective applicants for employment. We contacted agencies in the area of the station to solicit for full-time open positions of employment. This report reflects those agencies contacted. Those, which requested to be contacted, are so noted. We have found these agencies to be suppliers of possible employment candidates in our continuing outreach program to achieve dissemination of information to a broad section of the community.

Employer periodically re-evaluates the recruitment sources list for wide dissemination of vacancies.

Full-Time Vacancies Filled:

Job Title	Hire Date	Persons Hired	Persons Interviewed	Recruitment Sources Used from Master List	Recruitment Source
Account Executive	03/1/22	1	5	1,2,3,4,6,7,8,9,10,11,12,13,14,15,16,17,20,21,22,23,24,26,27,28,29,30,31,32,33,34,35,36,37,38	4
Account Executive	4/11/22	1	5	1,2,3,4,6,7,8,9,10,11,12,13,14,15,16,17,20,21,22,23,24,26,27,28,29,30,31,32,33,34,35,36,37,38	20
Dir. Of Live Events/Event Coordinator	4/25/22	1	2	1,3,4,5,7,8,9,10,11,12,13,14,15,16,17,20,21,22,23,25,26,27,28,29,30,31,32,33,34,35,36,37,38,40	3
Sales & Office Assistant	7/11/22	1	2	1,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,20,21,22,23,24,26,27,28,29,30,31,32,33,34,35,36,37,38,39	4

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Reporter	9/12/22	1	2	1,3,4,5,6,7,8,9,10,11,12,13,14,15,16, 17,19,20,21,22,23,26,27,28,29,30, 31,32,33,34,35,36,38,40	1
Graphic Designer	9/19/22	1	3	1,3,4,5,6,7,8,9,10,11,12,13,14,15,16, 17,19,20,21,22,23,26,27,28,29,30, 31,32,33,34,35,36,37,38,40,	20
Media Sales	11/14/22	1	5	1,3,4,5,6,7,8,9,10,11,12,13,14,15,16, 17,20,21,22,23,26,27,28,29,30 32,33,34,35,36,37,38	20
Business Mgr.	11/16/22	1	4	1,3,4,5,6,7,8,9,10,11,12,13,14,15,16, 17,20,21,24,26,27,28,29,31,32,33,34, 35,36,38,42	20

Full-Time Recruitment Sources Master List:

Recruitment Source Number	Recruitment Source Name, Address, Phone, Contact, email, URL	Source Requested Notification	Referrals Interviewed
1	Forever Media Website Donald Dalesio, Market Manager 2727 Shipley Road Wilmington, DE 19810 www.wdel.com www.wstw.com	NO	1
2	Forever Media On-Air Radio Stations WSTW/WDEL/WXCY Donald Dalesio, Market Manager 2727 Shipley Road Wilmington, DE 19810 www.careers@forevermediainc.com	NO	
3	Walk-Ins, Employee/Client Referrals/Other Donald Dalesio, Market Manager 2727 Shipley Road Wilmington, DE 19810 careers@forevermediainc.com	NO	2
4	Indeed 177 Broad Street, 6 th Floor Stamford CT 06901 888-746-9333 Customer Support www.indeed.com	NO	5
5	Internal Posting-Brownsville 123 Blaine Road Brownsville, PA 15417 Joyce Nicholson 724-938-2000 jnicolson@forevermediainc.com	NO	
6	Internal Posting-Robinson 2 Robinson Plaza, Ste 410 Pittsburgh, PA 15205 Dottie McCartney 412-275-3393 dmccartney@forevermediainc.com	NO	
7	Internal Posting-Cumberland 350 Byrd Avenue Cumberland, MD 21502 Tim Martin 301-722-6666 tmartin@forevermediainc.com	NO	
8	Internal Job Posting-Hollidaysburg 1 Forever Drive Hollidaysburg, PA 16905 Jody Downing 814-941-9800 jdowning@forevermediainc.com	NO	
9	Internal Job Posting- Johnstown 109 Plaza Drive Johnstown, PA 15905 Shelly Lovenduski	NO	

	814-225-4186 slovenduski@forevermediainc.com		
10	Internal Job Posting- State College 2551 Park Center Blvd. State College, PA 16801 Andrew Kreiser 814-237-9800 akreiser@forevermediainc.com	NO	
11	Internal Job Posting- Meadville/Franklin 900 Water St. Meadville, PA 16335 Jill Hamilton 814-724-1111 jhamilton@forevermediainc.com	NO	
12	Internal Job Posting- Sharon 87 Stambaugh Ave., Suite 3 Sharon, PA 16146 Jill Hamilton 724-308-7208 jhamilton@forevermediainc.com	NO	
13	Internal Job Posting-Lebanon 440 Rebecca St. Lebanon, PA 17046 Tim Ritchie 717-272-7651 tritchie@forevermediainc.com	NO	
14	Internal Job Posting- York/Hanover 273 Radio Road Hanover, PA 17331 Tammy Signor tsignor@forevermediainc.com	NO	
15	Internal Job Posting- Easton 306 Port Street Easton, MD 21601 Patti Tibbitt 410-822-3301 ptibbitt@forevermediainc.com	NO	
16	Internal Job Posting- Havre de Grace 707 Revolution Street Havre de Grace, MD 21078 Doug Hall 410-941-7121 dhall@forevermediainc.com	NO	
17	Internal Job Posting- Milford 166 Blairs Pond Rd Milford, DE 19963 Mark Schollenberger 302-422-7575 mschollenberger@forevermediainc.com	NO	
18	Simply Hired 370 San Aleso Avenue Suite 200 Sunnyvale, CA 94085	NO	
19	All Access 24955 Pacific Coast Highway, C303 Malibu CA 90265	NO	
20	Linked In Sunnyvale, CA	NO	18
21	Wilmington University		

	320 N DuPont Hwy New Castle, DE 19720 (877) 967-5464 www.joinhandshake.com	NO	
22	University of Delaware 210 South College Avenue Newark, DE 19716 (302) 831-2792 www.joinhandshake.com	NO	
23	Goldey-Beacom College 4701 Limestone Road Wilmington, DE 19808 (302) 998-8814 www.joinhandshake.com	NO	
24	Facebook Page/Ads Menlo Park, CA www.facebook.com	NO	1
25	TBC Holdings LLC tbcholdingsllc.com Cameron McDowell 724-513-6663	NO	1
26	Widener University One University Pl Chester, PA 19013 www.joinhandshake.com	NO	
27	Bloomsburg University of Pennsylvania 400 E 2 nd Street Bloomsburg, PA 17815 www.joinhandshake.com	NO	
28	Delaware State University 1200 N Dupont Hwy Dover, DE 19901 www.joinhandshake.com	NO	
29	West Chester University 700 S High Street West Chester, PA 19383 www.joinhandshake.com	NO	
30	The College of New Jersey 2000 Pennington Rd Ewing Township, NJ 08618 609-771-2141 www.joinhandshake.com	NO	
31	Swarthmore College 500 College Ave. Swarthmore, PA 19081 www.joinhandshake.com	NO	
32	Drexel University 3141 Chestnut Street Philadelphia, PA 19104 215-895-2000 www.joinhandshake.com	NO	
33	Dickinson College 280 N College Street Carlisle, PA 17013 717-243-5121 www.joinhandshake.com	NO	
34	George Mason University 4400 University Dr		

	Fairfax, VA 703-993-1000 www.joinhandshake.com	NO	
35	Geneva College 3200 College Avenue Beaver Falls, PA 15010 www.joinhandshake.com	NO	
36	Frostburg State University 101 Braddock Rd. Frostburg, MD 21532 301-687-4000 www.joinhandshake.com	NO	
37	Penn West (formerly) California University of Pennsylvania 250 University Ave., California, PA 15419 724-938-4000 www.joinhandshake.com	NO	
38	Georgetown University 3700 O Street NW Washington, DC 20057 202-687-0100 www.joinhandshake.com	NO	
39	ZipRecruiter 604 Arizona Avenue Santa Monica, CA 90401 www.ziprecruiter.com	NO	
40	Allegheny College 520 N Main Street Meadville, PA 16335 www.joinhandshake.com	NO	
41	PA Association of Broadcasters Gail Ponti 208 North 3rd Street, Suite 105 Harrisburg, PA 17101 717-482-4820 www.pab.org	NO	
42	National Alliance of State Broadcasters Assoc 505-881-4444 https://nasbaonline.net/	NO	
		Total	28

Outreach Activities List:

Outreach Number	Date	Recruitment Initiative	Description	Participants
	2/16/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	Spring 2022 NE Ohio Regional Career Exploration Fair (school attendees: The University of Akron Baldwin Wallace, Walsh University, Youngstown State University, Mount Union, Cleveland State University, Ursuline, Hiram College, Lake Erie College, Cuyahoga Community College, Stark State). Opportunity to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
	2/25/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	<u>Juniata Career Day</u> - Participation in the virtual 2 Juniata College Career Day virtual event. This event was designed to bring students together with employers and alumni from 120+ business, industry and public service to discuss student career options, internships and full-time employment opportunities.	Bethany Hildebrand, GSM. represented all of the Forever Media stations
	2/28/2022	#1 Conventions, Job Fairs, Career Days, Career Fairs	<u>JOB EXPO/THE PENNSYLVANIA STATE UNIVERSITY- THE COLLEGE OF COMMUNICATIONS</u> Virtual participation in the 2022 PSU College of communications Virtual JobExpo. The Pennsylvania State University’s College of Communications is the largest ACEEJMC accredited undergraduate communications program in the country. This Job Expo is designed for Penn State’s top-notch advertising, public relations, film/video, journalism, media studied and telecommunications students and alumni to meet with Radio Broadcasting Groups, public relations firms, newspapers, magazines, production companies and broadcast and cable organizations. We have found that participation in this Job Expo has provided us an opportunity to meet strong candidates with relevant experience in an extremely efficient manner covering the entire mid-Atlantic region.	Diane Fetty, CHRD represented all of the Forever Media stations
	3/1/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	Spring 2022 McDaniel College Virtual Job & Internship Fair. Opportunity to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
	3/8/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	University of Delaware’s 2022 Communications, Marketing & Media Career Meetup. Opportunity to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
	4/6/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	Wilmington University-attended a virtual job fair with an opportunity to meet with WilmU students and alumni.	Diane Fetty, CHRD represented all of the Forever Media stations
	5/3/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	Cambria County Job Fair-opportunity to meet with job seekers	Bethany Hildebrand, GSM represented all of the Forever stations.

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	9/19/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	Maryland DC Delaware Broadcasters Association job fair.	Diane Fetty represented all of the Forever stations.
	11/22/22	#2 Hosted Job Fairs	Forever Media Wilmington, DE hosted an in-house job fair.	Don Dalesio-Market Manager, Steve Viehmeyer-GSM, Florence Joyce-GSM
	Ongoing	#2 Hosted Job Fairs	FOREVER MEDIA hosts an on-going job fair on its website www.forevermediainc.com where applicants have an opportunity to view open positions, by market, and submit a resume.	Diane Fetty, CHRD
	None this period.	#5 Forever Media Internship Program	Forever Media Radio helps prepare students to take their place in society as active, critical and engaged media professionals. We provide internship opportunities to students every year. We work to design a program that allows students to earn college credit for hands on experience at the radio station. The Internships are designed to meet the needs of the radio station and academic requirements of the college or university where the student is enrolled. Each internship is uniquely designed to help prepare students to take their place in society as active, critical and engaged media professionals. Students may work with the News Director, Program Director, Business Manager, Chief Engineer, Sales Manager or the General Manager to fulfill their internship. Promotional interns. They helped develop, plan, implement, and recap ways to market and promote the station group. They attend Live Action Broadcasts for the radio network and help promote the event.	
	2/16/22	#8 Establishment of Training Programs for Station Personnel	MDCD Virtual Board meeting-A meeting of the Board of Directors of the Maryland-District of Columbia-Delaware Broadcasters Association, Inc was held via Zoom.	Mark Schollenberger, Market Manager
	5/5/22 thru 5/6/22	#8 Establishment of Training Programs for Station Personnel	Pennsylvania Association of Broadcasters held an in-person Board of Directors meeting and Awards Luncheon at the Harrisburg Hilton.	Bobbi Castellucci, Market Manger, Dave Davies, Market Manager
	07/28/2022	#8 Establishment of Training Programs for Station Personnel	Political Advertising FCC Compliance with David Oxenford David Oxenford hosted a Zoom Meeting to offer comprehensive briefing on how to manage political to be in compliance with the FCC.	All GMs, SMS, BMS, Traffic Mgrs., PDs, copywriters in Forever Media
	8/10/2022	#8 Establishment of Training Programs for Station Personnel	MDCD Virtual Board Meeting- MDCD Virtual Board meeting-A meeting of the Board of Directors of the Maryland-District of Columbia-Delaware Broadcasters Association, Inc was held via Zoom.	Mark Schollenberger, Market Manager
	12/8/22	#8 Establishment of Training Programs for Station Personnel	MDCD Virtual Board Meeting- MDCD Virtual Board meeting-A meeting of the Board of Directors of the Maryland-District of Columbia-Delaware Broadcasters Association, Inc was held via Zoom.	Mark Schollenberger, Market Manager

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	12/15/22 and 12/16/22	#8 Establishment of Training Programs for Station Personnel	PAB 2022 PAB Gold Medal Gala and Board meeting held at the Ritz Carlton Hotel in Philadelphia, PA. Presentations of broadcast innovations, programming and legal concerns.	Lynn Deppen, President, Mike Sherry, VP Sales, Dave Davies, Market Manager, Bobbi Castellucci, Market Manager, Diane Fetty, CHR, Tom Bayer, Accounting
	Bi-Monthly	#8 Establishment of Training Programs for Station Personnel	Forever Media Corporate Program Director, Mike Stevens, conducts a bi-monthly telephone conference call with the Program Directors and General Managers to review, guide and train in order to help them succeed in their careers and the overall operation of the Radio Stations. These calls routinely include coaching and support from Forever Media President Lynn Deppen and Radio Consultant Joel Raab.	Program Directors and GMs with Mike Stevens
	Monthly	#8 Establishment of Training Programs for Station Personnel	Forever Media Corporate Program Director, Mike Stevens conducts a monthly telephone conference call with Production Directors and Copy Writers to guide, and train in order to help them succeed in their careers, as well as share ideas and talk about trends in copy writing and production. These calls include coaching and support from me.	Production Directors and Copywriters with Mike Stevens
	Weekly	#8 Establishment of Training Programs for Station Personnel	A weekly telephone conference call is held on Thursdays at 10:31 am with Production Directors and copywriters, who are divided into group, to share ideas for commercials and promos.	Production Directors and Copywriters
	Weekly	#8 Establishment of Training Programs for Station Personnel	A weekly telephone conference call is held on Tuesdays at 10:31 am with the programming air staff, who are divided into group, to share ideas on air content.	Programming Staff
	Occasionally	#8 Establishment of Training Programs for Station Personnel	Mike Stevens will occasionally share a webinar or presentation to programming and/or production directors and copywriters as they are held by consultants and other broadcast organizations.	Programming/Production Staff
	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media makes available Matrix Solutions to the Sales Department. Matrix offers a web-based media-specific software platform that enables the sales department to maximize their advertising opportunities. The program provides media sales workflow while giving the exact information needed for prospecting, managing, evaluating, and closing business. Training tools for all aspects of sales are provided and available within this program.	All Management and sales staff
	Annually and upon hire	#8 Establishment of Training Programs for Station Personnel	Forever Media supports and has a commitment to the principals of equal employment opportunity and intends to provide a work environment free from unlawful discrimination of any kind. In keeping with this commitment, upon hire, all new employees are put through Sexual	All Employees

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			Harassment training and every employee trained annually.	
	Weekly	#8 Establishment of Training Programs for Station Personnel	Forever Media incorporates an additional level of employee training with the ThinkZoom-P1Learning program. P1Learning provides on-line training and operations development solutions focused exclusively on the media industry. P1 provides selling techniques and concepts, tips, training, development leadership advice and legal compliance requirements to salespersons, human resources, supervisors and management. All Forever Media employees have access to hundreds of interactive courses, tests and written materials on a variety of topics relevant to the industry.	All Employees
	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media General Managers schedule weekly, daily and individual meetings with Sales Account Executives to review, guide and train in order to help each succeed in their career. Additionally, every Tuesday morning, the Vice-President of Sales conducts a telephone-conferenced webinar to mentor all Forever Media station General Managers, General Sales Managers, Market Managers through a process of informal discussion of knowledge, education, coaching and support as it relates to work, career, or professional development.	VP of Sales, GM's, GSM's, Sales Staff, Market Managers
	Ongoing	#8 Establishment of Training Programs for Station Personnel	The station's General Manager, General Sales Manager and Account Executives routinely train on-line with the Radio Advertising Bureau. During this period, all have earned Radio Marketing Professional Certifications from the Radio Advertising Bureau. These educational and instructional courses are designed to improve our sales team's knowledge about radio and offers educational/instructional courses designed to improve management, daily operations and leadership of the Radio Stations.	Sales Staff
	Daily	#8 Establishment of Training Programs for Station Personnel	Account Executives are provided with daily group sales meetings to further their understanding of sales, communication, marketing trends/opportunities and sales information. These morning meetings are usually led by the General Sales Manager or General Manager. When individual training is required, the Account Executives are assisted by the General Sales Manager and/or the General Manager.	Sales Staff
	Ongoing	#8 Establishment of Training Programs for Station Personnel	The station's General Manager, General Sales Manager and Account Executives routinely train on-line with the Radio Advertising Bureau. During this period, all have earned Radio Marketing Professional Certifications from the Radio Advertising Bureau. These educational and instructional courses are	GM, GSM, Sales Staff

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			designed to improve our sales team's knowledge about radio and offers educational/instructional courses designed to improve management, daily operations and leadership of the Radio Stations.	
	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media makes available Marketron which offers a web-based media-specific software platform that enables the traffic departments, production departments, and business managers to maximize their managing and invoicing of commercials, non-traditional revenue and digital. Training tools for all aspects are provided and available within this program.	Traffic staff, Sales Assistants, Programming Staff, and Business Managers
	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media makes available Nielsen. Nielsen offers platform training for the sales department. Training tools for all aspects are provided and available within this program including a monthly calendar of training sessions.	Sales Staff
	7/11/22 – 7/15/22	#10 Participation of programs relating to career opportunities in broadcasting sponsored by educational institutions	2022 Radio/TV Broadcast Summer Camp. The first high school Radio/TV Broadcast Summer Camp sponsored by the Pennsylvania Association of Broadcasters (PAB) was hosted July 11-15 by Point Park University. It was a full week of mostly hands-on experience in the world of broadcasting. Point Park University Sports, Arts and Entertainment Management (SAEM) PAB Scholarship recipients De'Ante Johnson, Arianna Sanker and Autumn Ashbough along with students Rebecca Schnupp (SAEM) and Zoe Vitalli (School of Comm) assisted.	Mike Sherry, VP of Sales, David Pavlic, GSM
	1/12/23	#10 Participation of programs relating to career opportunities in broadcasting sponsored by educational institutions	Pennsylvania Highlands Community College-Media Production Community Advisory committee meeting.	Mike Stevens-Corporate Program Director
	Upon Request	#16 Radio Station Group Tours	We routinely give group tours of our facility, 2727 Shipley Road, Wilmington, DE 19810 to organizations such as the Boy and Girl Scouts, elementary and high school groups, church groups and other similar groups. The tours provide an introduction to the Radio Broadcasting Industry and are offered for free. A typical tour includes information on the history of Radio and our stations. We explain and demonstrate the broadcasting equipment used to transmit programming from the studio to the transmitter site, we explain the studio equipment and how it functions. An introduction and hands-on recording of commercial production is demonstrated. An explanation of all positions and responsibility of station personnel is also given. We discuss	

			<p>our station formats, audience and coverage area. The tours are tailored to meet the goals of the specific groups. To request a tour contact: Forever Media of DE, LLC 2727 Shipley Road Wilmington, DE 19810. Attention: GM or call 302-660-4897</p>	
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